

From: DEA-Forensic Chemist Seminar <DEA-Forensic.Chemist.Seminar@usdoj.gov>
Sent: Monday, February 27, 2012 2:45 PM
To: Farak, Sonja (DPH)
Subject: RE: DEA Chemist Seminar March 2012

Thank you Sonja, I received your faxed confirmation sheet. Below is the information I sent out this morning to those attending the seminar. Please let me know if you have any additional questions and your preference on starting late or ending early.

There are two days during the seminar where we can either start later, 9am, or end earlier, 3pm. Please respond back your preferred choice. Majority wins.

Late (9am start time) _____

Early (3pm end time) _____

I would also like to take this time to put out some friendly reminders:

- 1) I believe that everyone has made their hotel reservation, but if you still need to, please call The Hyatt Place at 888-478-8950. The deadline is **tomorrow** February 28th to get the approved rate;
- 2) The hotel has kindly allowed us to use their shuttle buses from the hotel to the laboratory and back. On Monday morning, please meet in the lobby at **7:15 am** to catch the shuttle. If you would like to drive your own vehicle, please let us know in advance so we can accommodate since parking at our facility is limited;
- 3) Please bring \$60 the first day of class for lunch. This will cover lunches for Monday – Thursday (\$15/day) and receipts will be provided at the time of payment. Unfortunately, we do not have the capability to take credit cards so please bring CASH;
- 4) No weapons or photographs are permitted at the laboratory;
- 5) If you wear prescription safety glasses, please bring them. Nonprescription safety glasses and other personal protection equipment will be provided;
- 6) On Friday we will be done around 11:30am. If you are flying out on Friday, allow for 60 minutes to get through security and to your gate.
- 7) Please dress in business or court attire on Monday for the seminar photo. Tuesday through Friday are casual, but please no jeans or t-shirts.

If you have any questions, please do not hesitate to contact me. I look forward to meeting you all soon.

Sincerely and safe travels,
Mary

Mary A. Yohannan
Forensic Chemist/DEA State and Local Chemist Coordinator
DEA Special Testing and Research Laboratory
Dulles, VA 20166
703-668-3391
703-668-3320-Fax
One Person Can Make a Difference and Everyone Should Try. JFK

From: Farak, Sonja (DPH) [mailto:sonja.farak@state.ma.us]
Sent: Monday, February 27, 2012 1:34 PM
To: DEA-Forensic Chemist Seminar
Subject: RE: DEA Chemist Seminar March 2012

I will be attending the seminar March 19, 2012 -> March 23, 2012. I'm not sure if you received it, but I faxed the confirmation of attendance sheet this morning at 9:41am to the number provided (703-668-3320). I apologize that I didn't get it to you sooner, but it took a while to get the OK from the state. Thanks.

-Sonja

From: DEA-Forensic Chemist Seminar [DEA-Forensic.Chemist.Seminar@usdoj.gov]
Sent: Monday, February 27, 2012 11:52 AM
To: Farak, Sonja (DPH); Hart-Nibrigg
Subject: DEA Chemist Seminar March 2012

Good Morning-

The DEA Chemist Seminar is three weeks from today and we have not yet received your confirmation of attendance sheet. If you could please let us know of your status we would greatly appreciate it.

Sincerely,
Mary

Mary A. Yohannan
Forensic Chemist/DEA State and Local Chemist Coordinator
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From: DEA-Forensic Chemist Seminar
Sent: Tuesday, January 17, 2012 1:33 PM
To: Broil; Clasby; Conklin; Farak; Fullner; Habib; Harmon; Hart-Nibrigg; Jeandron; Saunchez; Vandermark
Subject: DEA Chemist Seminar March 2012

Congratulations! We are pleased to inform you that you have been accepted to the DEA State and Local Chemist Seminar held from March 19th – 23rd, 2012. The seminar will be located at the DEA Special Testing and Research Laboratory in Dulles, VA.

Please review the attached information and complete the confirmation form to confirm your enrollment as soon as possible. The confirmation form can be faxed or emailed.

We look forward to your participation, and see you in March.

Sincerely,
Mary

Mary A. Yohannan

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